

**Central District Health Department
Budget Hearing and Board of Health Meeting Minutes
at The Ashley Inn, 500 North Main Street, Cascade, ID
Friday, May 20, 2016 ~ 10:00 a.m. to 2:00 p.m.**

Board Members

Steven F. Scanlin, JD, Chair
Comr. Laura Baker (Absent)
Dr. Jane Young, DNP

Dr. Ted Epperly, MD, V-Chair
Megan Blanksma

Comr. Elt Hasbrouck, Trustee
Betty Ann Nettleton, RN

Guests

Chair of Budget Hearing, Commissioner Gordon Cruikshank, Valley County
Commissioner Jim Tibbs, Ada County
St. Luke's McCall: Lyle Nelson and Tamara Kam, Director of Operations

Staff

Russell A. Duke, District Director
Rob Howarth

Donna Mahan, Recorder
Jaime Harding

Bonnie Spencer

Budget Hearing – Commissioner Gordon Cruikshank

Valley County Commissioner Gordon Cruikshank called the Budget Hearing to order at 10:00 a.m. and roll call for the other committee members: Betty Ann Nettleton, Elmore County and Commissioner Jim Tibbs, Ada County. In lieu of the meeting proceeding, Lyle Nelson was given a few minutes to share the work being done in Valley County to improve community health. Valley County was ranked as the number one healthiest county in Idaho with the most recent annual County Health Rankings report. Following his presentation, the Board Chair and District Director presented Lyle with the Leadership in Public Health award, recognizing him for his great leadership and accomplishment in public health.

Commissioner Cruikshank asked for motion to approve the proposed CDHD FY 2017 budget as presented to our four county boards of commissioners.

Motion: Commissioner Jim Tibbs made the motion to approve the proposed CDHD FY 2017 budget as presented; seconded by Betty Ann Nettleton; no further discussion; motion carried.

Adjourned Budget Hearing – Commissioner Gordon Cruikshank
Commissioner Cruikshank adjourned the Budget Hearing.

Serving Valley, Elmore, Boise, and Ada Counties

Ada / Boise County Office
707 N. Armstrong Pl.
Boise, ID 83704
Enviro. Health: 327-7499
Reproductive Health: 327-7400
Immunizations: 327-7450
WIC: 327-7488
FAX: 327-8500

Elmore County Office
520 E. 8th St. North
Mountain Home, ID 83647
Enviro. Health: 587-9225
Family Health: 587-4407
WIC: 587-4409
FAX: 587-3521

Valley County Office
703 N. 1st St.
McCall, ID 83638
Ph. 634-7194
FAX: 634-2174

Call Board of Health Meeting to Order – Steve Scanlin

Steve Scanlin, Board Chair, called Central District Health Department (CDHD) Board of Health meeting to order at 10:43 a.m.

Board of Health Minutes for April 18, 2016 – Steve Scanlin

The April 18, 2016 Board of Health minutes stand approved as presented.

FY 2016 Financial Reports – Bonnie Spencer

The FY 2016 Budget to Actual for April 2016 report reflects that we are 83% through the FY 2016 budget year. Total revenues are at 87% of the budget. Fees are at 96%; contracts are at 82%; and county contributions are at 96%. Total expenditures are at 80%. Personnel cost is at 83%. Operating cost is at 73%; and capital cost is at 50%. The FY 2016 Cash Balance Statement and Reserve Report at the end of April reflects a total cash balance of \$3,055,923; and the reserve fund designation is \$2,157,003 with a cash balance of undesignated funds at \$898,920. The Special Projects Reserve Fund balance is \$282.

Quarterly Strategic Plan Progress Report – Bonnie Spencer

Bonnie Spencer presented the quarterly strategic plan progress report, providing clarity on areas of concerns. Dr. Ted Epperly requested that a percentage of completion be added somewhere in the report to clarify where we currently stand with each objective.

NALBOH Membership/Conference – Russell Duke

This year the National Association of Local Boards of Health (NALBOH) annual conference will be held in St. Louis, Missouri on August 10-12. Please work with Donna Mahan regarding your registration and travel arrangements. After discussing the pros and cons of rejoining NALBOH, the Board agreed through a motion to support the national organization and pay the annual membership fee.

Motion: Commissioner Elt Hasbrouck moved that we rejoin NALBOH, paying the membership dues.
Seconded by Dr. Jane Young; no further discussion; all in favor; motion carried.

FY 2017 Fees – Bonnie Spencer

FY 17 fee schedules for environmental health and clinical services were presented by Bonnie for Board discussion and approval.

Motion: Megan Blanskma made a motion to approve the FY 2017 fees as presented; seconded by Betty Ann Nettleton; no further discussion; motion carried.

IADBH Resolutions and Proxies – Russell Duke

The three resolutions provided by CDHD for the 2016 Idaho Association of Local Boards of Health (IADBH) were approved by Board through individual motions:

1. Resolution to Remove the Food Establishment License Fee in Idaho Code

Motion: Dr. Ted Epperly made a motion to accept resolution per discussion; seconded by Dr. Jane Young; no further discussion; motion carried.

2. Resolutions to Support Raising the Minimum Age of Legal Access and Use of Tobacco Products in Idaho to Age 21

Motion: Dr. Ted Epperly made a motion to accept resolution per discussion; seconded by Commissioner Hasbrouck; no further discussion; motion carried (5 yes; 1 no ~ Megan Blanskma).

3. Resolutions to Support Health Insurance Coverage for Low Income Idahoans

Motion: Dr. Ted Epperly made a motion to accept resolution per discussion; seconded by Dr. Jane Young; no further discussion; motion carried.

Each Board Member not attending the conference was asked to submit a signed proxy form for the above resolutions.

Break to Get Lunch – Steve Scanlin

State General Fund Formula – Russell Duke

Russ provided materials to further clarify the history of the state general fund appropriation and the recommendations of the Office of Performance Evaluations. The Board will consider a legislative solution if the appropriation continues to be divided inequitably.

Director's Report – Russell Duke

The Board Members received their itinerary packets for Idaho Association of District Boards of Health conference on June 8 and 9 in Coeur d'Alene. Per the request of the Board for additional staff to attend the conference, Bonnie Spencer will be attending.

Adjournment – Steve Scanlin


No further business was brought before the Board; meeting adjourned at 1:42 p.m.

Respectfully submitted:



Steven F. Scanlin, Board Chair

8/19/16

Date


Russell A. Duke, Secretary